

BID SOLICITATION



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

BID NUMBER: B05838
TITLE: SNOW PLOWING/SANDING/REMOVAL
BID OPENING DATE AND TIME:
12/02/2005 10:15 AM

BUYER: NANCY MCINTYRE
PHONE #: (401) 222 - 2142 ext. 126
BLANKET PERIOD: 11/1/2005 - 8/31/2006

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**ADMINISTRATION
MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA**

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MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA**

Requisition Number(s): MPA #159

Item	Class-Item	Quantity	Unit	Unit Price	Total
	BLANKET REQUIREMENTS: 11/01/05 - 08/31/06 WITH OPTION TO RENEW FOR ONE (1) ADDITIONAL YEAR AT THE SOLE OPTION OF THE STATE. ADDITIONS TO MASTER PRICE AGREEMENT #159				

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	<p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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	AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.				

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	<p>NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD:</p> <ul style="list-style-type: none">* PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER.* BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION.* SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION.* ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER.* VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.				

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	<p>AWARDS EXTENDING BEYOND JUNE 30TH ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>*****NOTICE TO VENDORS*****</p> <p>ATTACHMENT B, VI, IS STRICTLY ENFORCED. VENDORS MUST SUBMIT EACH IN INVOICE TO AGENCY WITHIN 48 HOURS OF COMPLETION.</p> <p>NO EXCEPTIONS</p> <p>*****</p>				

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40.0	<p>BIDDERS MUST BE SURE TO COMPLETE THE CONTACT AND EQUIPMENT INFORMATION SHEET (ATTACHMENT D) INCLUDED WITH THIS BID TO AVOID DISQUALIFICATION. VENDORS WHO PREVIOUSLY COMPLETED THE CONTACT AND EQUIPMENT INFORMATION SHEET ARE EXCLUDED FROM THIS REQUIREMENT.</p> <p>REFER TO ATTACHMENT A THROUGH D SPECIFICATIONS WITH BID.</p> <p>DEPARTMENT OF ADMINISTRATION CENTRAL SERVICES & PROPERTY MANAGEMENT VARIOUS LOCATIONS - SEE BELOW ALL LOCATIONS, ALL WORK BY REQUEST ONLY</p> <p>CONTACT PERSONS: NORMAN TREMBLAY 401-222-6238 JOE CASALI 401-222-6234</p> <p>OLD COLONY HOUSE - NEWPORT - SIDEWALKS AROUND BUILDING</p> <p>968-72</p> <p>3 - 6" PLOWING PER STORM</p>	11.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
41.0	968-72 7 - 9" - PLOWING PER STORM	5.00	EA		
42.0	10 - 12" - PLOWING PER STORM	1.00	EA		
43.0	OVER 12" - PLOWING PER STORM	2.00	EA		
44.0	SANDING/SALTING - PER APPLICATION	1.00	EA		
	REMOVAL OF SNOW FROM PREMISES: \$/_____/PER HOUR				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>SNOW PLOWING/SANDING SHOVELING FOR THE FOLLOWING GROUP HOME OPERATED AT THE ELEANOR SLATER HOSPITAL/ZAMBARANO UNIT.</p> <p>SAND/SALT COMBINATION WILL BE REQUIRED IN ALL DRIVEWAYS. FOR ALL HANDICAP ACCESSIBLE RAMPS, WALKWAYS AND EMERGENCY EXITS. VENDOR WILL BE RESPONSIBLE TO PROVIDE AND EVENLY APPLY 90-92% PELLETIZED CALCIUM CHLORIDE ONLY (NO SAND/SALT COMBINATION).</p> <p>PLOWING/SANDING AND CLEARING OF HANDICAP RAMPS, WALKWAYS AND EMERGENCY EXITS WILL BE AUTOMATIC WHEN SNOW DEPTH REACHES TWO (2) INCHES. VENDOR MUST CLEAR SNOW ONE (1) HOUR BEFORE ALL THREE (3) SHIFTS, 7:00 AM, 3:00 PM AND 11:00 PM FOR THE SAFETY OF THE RESIDENTS, EMPLOYEES, AND VISITORS.</p> <p>FOR ALL RESIDENTIAL GROUP HOMES, WORK ORDER IS TO BE SIGNED BY MANAGER OR BY PERSON IN CHARGE IN HIS OR HER ABSENCE.</p> <p>CONTACT PERSON: BRUCE LEE 401-567-5447 FRED SCUNCIO 401-567-5420 DEBBIE STOCKWELL 401-567-5418</p> <p>ALL RESIDENTIAL GROUP HOMES OPERATE 24 HOURS PER DAY - 7 DAYS PER WEEK.</p> <p>EAST WALLUM LAKE GROUP HOME 1710 EAST WALLUM LAKE ROAD PASCOAG, RI 02859 401-567-0990</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
45.0	2" - 6" AUTOMATIC PLOWING AND SANDING PER STORM	11.00	EA		
46.0	7" - 9" AUTOMATIC PLOWING AND SANDING PER STORM	5.00	EA		
47.0	10" - 12" AUTOMATIC PLOWING AND SANDING PER STORM	1.00	EA		
48.0	OVER 12" AUTOMATIC PLOWING AND SANDING PER STORM REMOVAL OF SNOW FROM PREMISE AS REQUESTED: \$ _____/PER HOUR	2.00	EA		
49.0	ADDITIONAL APPLICATION - SALT/SANDING FOR DRIVEWAYS, AS REQUESTED	12.00	EA		
50.0	ADDITIONAL APPLICATION FOR PELLETIZED CALCIUM CHLORIDE FOR HANDICAP RAMPS, WALKWAYS AND EMERGENCY EXITS AS REQUESTED.	12.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	DEPARTMENT OF CHILDREN, YOUTH & FAMILY ADMINISTRATION & BUDGET OFFICE 101 CHESTNUT STREET PROVIDENCE, RI LOCATION: CORNER OF FRIENDSHIP & CHESTNUT STREET TRIANGULAR GRAVELED LOT HOLDING APPROXIMATELY 35-40 CARS (PLOW OF CENTRAL SPACE ONLY)				
232.0	2 - 6" AUTOMATIC PLOWING PER STORM	11.00	EA		
233.0	7 - 9" AUTOMATIC PLOWING PER STORM	5.00	EA		
234.0	10 - 12" AUTOMATIC PLOWING PER STORM	1.00	EA		
235.0	OVER 12" AUTOMATIC PLOWING PER STORM	2.00	EA		

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236.0	SANDING AND SALTING PER APPLICATION BY REQUEST ONLY REMOVAL OF SNOW FROM PREMISES \$ _____ PER HOUR CONTACT PERSON: MIKE BURK 401-528-3576 DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.	1.00	EA		
				TOTAL:	

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ATTACHMENT A

SUBMITTALS REQUIRED

RE: BID #05838 - SNOW PLOWING - SANDING & REMOVAL (MPA #159)

OPENING DATE & TIME: 12/2/2005 - 10:15 am

- 1) COMPLETE BID PACKAGE, BEING SURE PRICE PAGES ARE COMPLETE. INCLUDE THE RIVIP GENERATED BIDDER CERTIFICATION COVER FORM.
- 2) "CONTACT & EQUIPMENT INFORMATION" SHEET, (ATTACHMENT D) BEING SURE IT IS COMPLETE.

FAILURE TO SUBMIT ALL OF THE ABOVE PROPERLY COMPLETED, SUBJECTS BID TO DISQUALIFICATION.

SPECIAL NOTE:

PRICE "RANGES" ARE NOT ACCEPTABLE.
ALL PRICES MUST BE FIRM & FIXED.
SUBMITTALS THAT INCLUDE PRICE RANGES WILL BE DISQUALIFIED.

BID INSTRUCTIONS / SPECIFICATIONS

ATTACHMENT "B"

B05838 MPA-#159

- III. **ALL PLOWING MUST BE COMPLETED BY 7:30 AM,** UNLESS INDICATED OTHERWISE FOR A SPECIFIC LOCATION. STORMS OCCURRING DURING THE WORK DAY WILL REQUIRE PLOWING WHEN THE STORM ENDS OR BY 7:30 AM THE NEXT DAY, WHICHEVER OCCURS FIRST. IF BUILDING OPERATES MORE THAN ONE SHIFT, CONTACT PERSON WILL DECIDE PLOWING SCHEDULE, IF NEEDED.

EACH AREA MUST BE EXAMINED BY AN AUTHORIZED AGENCY REPRESENTATIVE UPON COMPLETION.

VENDOR'S INVOICE SHALL REFLECT ONLY THE ACTUAL AREAS COMPLETED.

VENDOR MUST NOTIFY AGENCY ADMINISTRATION IF ANY AREA IS INACCESSIBLE.

- IV. ANY REQUEST FOR SANDING OR SALTING MEANS A MIXTURE OF SAND & SALT. MINIMUM SAND/SALT MIXTURE IS THREE (3) PARTS SAND TO ONE (1) PART SALT.

SANDING/SALTING MUST BE THOROUGH AND COMPLETE. EVEN DISTRIBUTION OF THE MIX OVER THE ENTIRE SURFACE OF AN AREA IS REQUIRED. HIT OR MISS APPLICATIONS WILL NOT BE ALLOWED.

- V. UNSATISFACTORY WORK, WHETHER IT BE PLOWING, SANDING OR REMOVAL WILL REQUIRE IMMEDIATE RETURN OF VENDOR TO CORRECT THE SITUATION, AT NO ADDITIONAL CHARGE TO THE STATE.

- VI. **VENDOR MUST SUBMIT EACH INVOICE TO AGENCY WITHIN 48 HOURS OF COMPLETION AND MUST INDICATE DATE OF SERVICE AND SNOWFALL ACCUMULATION ON INVOICE FOR AGENCY VERIFICATION. IT IS IMPERATIVE THAT THIS PROCEDURE BE FOLLOWED. ANY DIFFERENCES THAT ARISE BETWEEN VENDOR INVOICES AND AGENCY INFORMATION CAN BE RESOLVED MORE EASILY WHEN INVOICES ARE SENT ON A TIMELY BASIS.**

- VII. **QUARTERLY REPORTS:** SUCCESSFUL BIDDER WILL SUBMIT IN WRITING TO THE PURCHASING DIVISION QUARTERLY REPORTS SHOWING BID NUMBER AND BILLING VOLUME, IN TOTAL, BY MONTH FOR THE STATE AGENCIES. FAILURE TO SUBMIT SUCH REPORTS SHALL BE CONSIDERED TO BE A BREACH OF THE CONTRACTOR'S OBLIGATIONS UNDER THE RESULTANT AGREEMENT(S), AND SUFFICIENT CAUSE FOR TERMINATION OF THE AGREEMENT, AND ALL OTHER OUTSTANDING AGREEMENTS, PURCHASE ORDERS, AND CONTRACTS, AND SUSPENSION FROM PARTICIPATION IN ALL STATE PROCUREMENTS FOR A PERIOD OF UP TO TWO (2) YEARS, AT THE DISCRETION OF THE STATE'S PURCHASING AGENT. REPORTS SHOULD BE FORWARDED TO THE BUYER AT THE OFFICE OF PURCHASES, ONE CAPITOL HILL, PROVIDENCE, RI 02908.

BID INSTRUCTIONS/SPECIFICATIONS

SNOW PLOWING, SANDING & REMOVAL ATTACHMENT "B"

Bid # -B05684 MPA #159

- I. INSURANCE - ALL CONSTRUCTION CONTRACTORS, INDEPENDENT TRADESMEN, OR FIRMS PROVIDING ANY TYPE OF MAINTENANCE, REPAIR, OR OTHER TYPE OF SERVICE TO BE PERFORMED ON STATE PREMISES, BUILDINGS, OR GROUNDS ARE REQUIRED TO PURCHASE AND MAINTAIN COVERAGE WITH A COMPANY OR COMPANIES LICENSED TO DO BUSINESS IN THE STATE AS FOLLOWS:

A. COMPREHENSIVE GENERAL LIABILITY INSURANCE

1) BODILY INJURY \$1,000,000 EACH OCCURRENCE
\$1,000,000 ANNUAL AGGREGATE

2) PROPERTY DAMAGE \$500,000 EACH OCCURRENCE
\$500,000 ANNUAL AGGREGATE

- INDEPENDENT CONTRACTORS
- CONTRACTUAL - INCLUDING CONSTRUCTION HOLD HARMLESS AND OTHER TYPES OF CONTRACTS OR AGREEMENTS IN EFFECT FOR INSURED OPERATIONS
- COMPLETED OPERATIONS
- PERSONAL INJURY (WITH EMPLOYEE EXCLUSION DELETED)

B. AUTOMOBILE LIABILITY INSURANCE -

COMBINED SINGLE LIMIT \$1,000,000 EACH OCCURRENCE

- BODILY INJURY
- PROPERTY DAMAGE, AND IN ADDITION NON-OWNED AND OR HIRED VEHICLES AND EQUIPMENT

C. WORKERS' COMPENSATION INSURANCE -

COVERAGE B \$100,000

THE PURCHASING AGENT RESERVES THE RIGHT TO CONSIDER AND ACCEPT ALTERNATE FORMS AND PLANS OF INSURANCE OR TO REQUIRE ADDITIONAL OR MORE EXTENSIVE COVERAGE FOR ANY INDIVIDUAL REQUIREMENT. SUCCESSFUL BIDDERS SHALL PROVIDE CERTIFICATES OF COVERAGE, REFLECTING THE STATE OF RHODE ISLAND AS AN ADDITIONAL INSURED, TO THE OFFICE OF PURCHASES, FORTY-EIGHT (48) HOURS PRIOR TO THE COMMENCEMENT OF WORK, AS A CONDITION OF AWARD. FAILURE TO COMPLY WITH THIS PROVISION SHALL RESULT IN REJECTION OF THE OFFEROR'S BID.

- II. BIDDERS ARE RESPONSIBLE FOR INSPECTION OF LOCATIONS, TAKING MEASUREMENTS WHEN REQUIRED, AND MAKING THEMSELVES AWARE OF THE TOTAL REQUIREMENT BEFORE SUBMITTING A BID.
MEASUREMENTS PROVIDED WITH ANY BID ARE FOR REFERENCE PURPOSES AND ARE NOT GUARANTEED TO BE COMPLETELY ACCURATE.

BID INSTRUCTIONS/SPECIFICATIONS

SNOW PLOWING, SANDING & REMOVAL
ATTACHMENT "B"

Bid# B05838 MPA #159

- VIII. PLOWING REFERS TO THE CLEARING OF A LOCATION BY MOVEMENT AND/OR PILING OF SNOW AT THAT SAME LOCATION.

REMOVAL OF SNOW FROM PREMISES REFERS TO THE LOADING OF PLOWED SNOW ONTO TRUCKS AND DUMPING AT ANOTHER LOCATION. ANY VENDOR BIDDING REMOVAL ITEMS MUST HAVE ALL EQUIPMENT AND PERSONNEL NECESSARY AND MUST BE SURE TO LIST THAT EQUIPMENT ON THE "EQUIPMENT INFORMATION" SHEET ALONG WITH THE EQUIPMENT THEY USE FOR PLOWING.

FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN DISQUALIFICATION OF BID PRIOR TO AWARD OR NON-PAYMENT AND POSSIBLE CANCELLATION OF CONTRACT AFTER AWARD.

SOLICITATION INFORMATION

ATTACHMENT C

Bid # B05838 MPA #159

DETERMINATION OF "WEIGHTED" RESPONSES

1						1
1A	3 TO 6 INCHES	PLOWING PER STORM	\$100*	\$100		1A
1B	7 TO 9 INCHES	PLOWING PER STORM	150	150		1B
1C	10 TO 12 INCHES	PLOWING PER STORM	200	200		1C
1D	OVER 12 INCHES	PLOWING PER STORM	300	300		1D
1E	SANDING/SALTING	PER APPLICATION	75	75		1E
1F	REMOVAL OF SNOW FROM PREMISES	PER HOUR	65	65		1F

*DOLLAR AMOUNTS ARE FOR ILLUSTRATION ONLY

$\$100 \times 11 = 1100$
 $150 \times 5 = 750$
 $200 \times 1 = 200$
 $300 \times 2 = 600$
 $75 \times 1 = 75$

20 = \$2725

→ → → THIS IS THE OVERALL "WEIGHTED" RESPONSE

Bid # B05838 MPA #159

SNOW PLOWING - SANDING & REMOVAL
AWARD BASIS

A "weighted" system will be used to determine the lowest overall bid response for each location.

Basically, it will involve assigning a numerical factor based on historical data to each price line (except hourly rates for snow removal) at each location.

The bid price, for a particular depth, multiplied by the "weighted" factor for that depth, when added to the other "weighted" depth price lines for that location, will yield the overall lowest response.

- See next page for an example -

All bidders must keep in mind that responses must be proportionate to the work required. That is to say, prices must reflect proportionately with respect to a particular snow depth as part of the total number of varying snow depths and their frequency. The Purchasing Agent reserves the right to review and reject unbalanced bids.

SOLICITATION INFORMATION

SNOW PLOWING, SANDING & REMOVAL (MPA #159)

Bid # B05838 MPA #159

CONTACT INFORMATION

COMPANY NAME: _____

CONTACT PERSON: _____ PHONE: _____

ALTERNATE CONTACT PERSON: _____ PHONE: _____

EMERGENCY TELEPHONE: _____

CELLULAR TELEPHONE: _____

PAGER: _____

MOBILE TELEPHONE: _____

FAX: _____

EMAIL ADDRESS: _____

EQUIPMENT INFORMATION

LIST ALL EQUIPMENT THAT WILL BE USED AND INCLUDE REGISTRATION # AND STATE.

<u>MAKE</u>	<u>MODEL</u>	<u>TYPE</u>	<u>*REGISTRATION & STATE</u>
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EXAMPLE

FORD	F250	4 X 4	96603 - RI
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*AWARDS WILL NOT BE MADE TO FIRMS WHO FAIL TO INCLUDE THIS INFORMATION.

NOTE: EQUIPMENT INFORMATION ABOVE WILL BE VERIFIED WITH THE RI REGISTRY OF MOTOR VEHICLES. THE STATE OF RHODE ISLAND ALSO REQUIRES THAT VEHICLES PROVIDED MUST BE CURRENTLY INSPECTED AND MUST MAINTAIN THIS STATUS THROUGHOUT THE TERM OF THIS AGREEMENT.

SIGNATURE: _____